

Dear Applicant:

The enclosed paperwork contains the required forms to apply for admission to one of the state veteran's homes. Please take the time necessary to review and complete the forms. If needed have a friend or family member assist you in completing them. All of the information requested for the application is necessary to comply with both state and federal policies and regulations.

In your paperwork there should be the following:

- APPLICATION FOR ADMISSION (2 PAGES)
- CHECK LIST OF DOCUMENTS NEEDED WHEN APPLYING
- CHECK LIST OF OTHER DOCUMENTS NEEDED
- FINANCIAL UNDERSTANDING
- AUTHORIZATION FOR RELEASE OF MEDICAL INFORMATION (2 PAGES)
- DIRECTIONS TO THE HOMES
- FREQUENTLY ASKED QUESTIONS

Remember when submitting application – send only copies of your original documents.

If you need assistance to complete the application process, please do not hesitate to contact me. I will do my best to answer your questions or to clarify the need for the requested information. Once you have returned the completed application forms, a nursing assessment will be scheduled closer to the time of a potential admission.

I looking forward to serving you,

**Susie Houston, LPN**

Centralized Admission Coordinator

PO Box 199

Orting, WA 98360

Local #: 1-360-983-4580

Toll Free: (877) 838-7787, Fax: (360) 893-4590, Cell: (360) 701-7366